

# SUPPLEMENT PERFORMANCE RESPONSIBILITIES

**TITLE:** Curriculum Resource Teacher

**QUALIFICATIONS:**

- Bachelor's degree from an approved accredited educational institution, Master's Degree preferred.
- Outstanding performance in the classroom as attested by principal evaluation and other recommendations.
- Demonstrated competence in organizing, managing, and maintaining instructional basic skills program.
- Demonstrated ability to work effectively with other teachers and administrators.
- Elementary certification required.

**REPORTS TO:** Principal

**SUPERVISES:** N/A

**JOB GOAL:** To provide support and leadership for the elementary curriculum program.

**PERFORMANCE RESPONSIBILITIES:**

The Curriculum Resource Teacher has the general role of development and implementation of curriculum at the school level. Close liaison with district office personnel is required. Emphasis includes, but is not limited to:

- Implementation of Reading Basal program, including mastery testing of students.
- Implementation of the Mathematics Basal program.
- Implementation of curriculum, according to latest legislation.
- Program development and implementation according to state and district guidelines.

**TERMS OF EMPLOYMENT:** Annual Appointment by Principal

**EVALUATION:** By Principal

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
(Principal)

Reviewed and agreed to by: \_\_\_\_\_ Date: \_\_\_\_\_  
(PRINT – Employee's Name)

Reviewed and agreed to by: \_\_\_\_\_ Emp. ID #: \_\_\_\_\_  
(Employee's Signature)

**IRS REGULATIONS REQUIRE A WITHHOLDING RATE OF 28%  
ON ALL SUPPLEMENTAL PAY AS OF JANUARY 1, 1994.**